

Approved

**Town of Brentwood  
Budget Committee  
Minutes of December 9, 2013**

*Present:* Elyse Seeley (Chair), Bill Faria, John Lyon, Bob Mantegari, Dianne Vosgien, (School Board Representative), Jeff Bryan (Selectmen Rep), Malcolm Allison, Krista Steger

*Visitors:* Amy Ransom (SAU 16 CFO), Ken Christiansen, Melissa Litchfield, Kim Woods, Ron Kew (Swasey School Principal), Joshua Bertoulin, Melissa Bertoulin, Julie Procter, Melissa Hanlon, Amy Brown, Liz Faria, Paula Rushia, Pat Peterson, Mark Slosberg, Wayne Robinson

Chairperson Elyse Seeley called the meeting to order at 7:02 pm.

1. Motion to approve draft minutes from November 18, 2013. Bob/Jeff, Approved, with corrections, 6-0-2 abstentions (Malcolm and Krista).

**TOWN BUDGETS:**

1. **Recreation – 4520-40** – Motion to approve in amount of \$40,736.00, Bob/Krista. Includes 5 additional hours per week for the Director. (Overages are funded from the revolving fund account ,i.e. electric etc.) Also includes a 2% COLA for the Director, approved, 8-0.
2. **Elections, Registrations & Vitals – Town Clerk – 4140-05-** Motion to approve in the amount of \$65,090.00, Bob/Krista. This includes a 2% COLA and is a total 3.93% increase, approved, 8-0.
3. **Financial, Tax & Assessing – Tax Collector – 4150-04,** – Motion to approve in the amount of \$63276.00, Bob/Krista, includes a 2% COLA and a total 3.93% increase, approved, 8-0.
2. **Financial, Tax & Assessing – Information Systems – 4150-08** - Motion to approve in amount of \$30,175.00, Bob/Krista, approved 8-0.
3. **Code Enforcement – 4240-20** - Motion to approve in amount of \$26,500.00, Bob/Krista, approved 8-0.
4. **Debt Service – 4711-60, 4721-60, 4723-60** - Motion to approve in the amount of \$379,807.00, Bob/Krista, this is a reduction due to interest rates, approved, 8-0.
5. **Government Buildings – 4194-16** – Motion to approve in the amount of \$60,708.00, Bob/Krista. This includes a one- time fee for deep cleaning, electricity increase for alarm inspections. Cameras are to be installed and funded in the current budget. Approved, 8-0.
6. **Street Lighting – 4316-23** – Motion to approve in the amount of \$1.00, Bob/Krista. Street lighting is included in general maintenance and this is a place holder in the budget. It will likely be eliminated in the next year. Approved, 8-0.
7. **Police Department – 4210-17** – Motion to approve in the amount of \$ 574,764.00, Bob/Krista. This includes funding for a new full-time hire (not yet on board but anticipated). Salary increases include 2% COLA and merit increase for the seven officers. Approved 8-0.
8. **Animal Control Officer – 4414-30** – Motion to approve in the amount of \$4,341.00, Bob/Krista. This position is budget separate from the Police Department. Approved, 8-0.
9. **Public Works – Highway and Snow and Ice Control – 4312-21, 4312-22** – Motion to approve in the amount of \$384,461.00 (\$283,642.00 and \$100,819.00), Bob/Krista. This includes a 2% COLA and a 3% merit increase for the Director. There are a total of 67 miles of roads and there are 6 P/T employees. Approved 8-0.

### **Status Update from Selectmen's Rep**

1. Selectmen have discussed the need to fund a statute requiring 100% assessment in 2015. The estimate is approximately \$81,000.00. Budget Committee discussed and voted to recommend a warrant to fund ½ in the 2014 budget and ½ in the 2015 budget to prepare for this assessment. (Bob/Krista - Approved 8-0)
2. Town Warrant Articles will be available for review in mid-January. Also discussed a capital reserve to fund the required assessment as an annual budget line item to lessen the funding impact.

### **SCHOOL BUDGET:**

1. Amy Ransom (SAU 16 CFO) discussed the current budget issues, including Special Ed funding issues, how we are reimbursed (at a lesser amount than we expend from both the state and at the federal level), the reimbursement lag (approximately 18 months, and how the required funding has to be budgeted, funded, and then reimbursement dollars returned to the town general fund. The discussion included how REAP funds are used (a federal rural education program). At this point, the School Board expects to return approximately \$74,000.00 to the general fund.
2. School Board Chair advised the upcoming budget items include a new Collective Bargaining contract with the teachers, continuing Special Ed funding issues, and a Warrant Article for full time kindergarten for next school year (approved by the School Board).
3. Discussion of the school operating budget, lower enrollments, increased SpEd costs, etc. The 2014 -2015 school operating budget is a total increase of 5.70% (\$278,598), of which \$227,653 (4.66%) is for mandatory Special Ed funding. A motion was made to approve the School Board's recommended amount of \$5,455,102.00 for operations of the Brentwood School District (Swasey School budget) ; Jeff/Dianne, approved 4-2-2.
4. Dianne expects to present two warrant articles, for the teacher contract and for full day kindergarten at our next meeting.
5. BudCom received a petition type letter, (63 copies), related to opposition to the full day kindergarten, and a similar letter from Jennifer Butenas. Elyse made copies and distributed to the committee. Originals were given to the Chair of the School Board for her next meeting.
6. Elyse suggested we add all kindergarten information (power point, info) to voter information on the town website under the BudCom tab to make it convenient for taxpayers to have as much information in one place as possible. Dianne, School Board Chair, agreed.

### **NEW BUSINESS:**

1. BudCom date for Budget Public Hearing was agreed to for Thursday February 6, 2014, with a snow date of the February 10, 2014. MS-7 Form is due to the Selectmen by February 18, 2014. The Town meeting is set for March 15, 2014, and the School District Meeting is set for March 8.
2. Next BudCom meetings are scheduled for January 13, January 20, and January 27, 2014.

### **Public Comment**

Josh Bertoulin and Melissa Bertoulin made a statement in favor of full day kindergarten. They believe full day would enable early recognition of needs and preparation of IEPs. Amy Brown expressed a statement in favor of full day kindergarten, and expressed dismay that Special Ed is underfunded or not funded at all by the federal government that requires it.

9:13 pm Motion to adjourn, Jeff/Krista, approved 8-0

Minutes respectfully submitted by William C Faria